

PNWPWDC Board Meeting Minutes 04/04/2016

Called to order at 7:10 PM via skype

Members present: Judy James, Amanda Ford, Darlene Brushwein, Molly Speckhardt, Katrina Jackson, and Jonathan Bowman

Members absent: Brandon Fleming, Suzanne LaChasse

Guest present: Val Tangen

MINUTES

Minutes from 01/25/16 approved by email 2/12/2016 and posted on PWDNW.org

PRESIDENT'S REPORT (Judy James)

Responded to a man from Israel seeking a PWD. Referred him to PWDCA.

Appreciate Katrina's summary of discussion issues related to agility trial on the PWDNW-list

Thank you to Sarah for another successful trial.

VICE-PRESIDENT'S REPORT

No report

SECRETARY REPORT (Amanda Ford)

Working on completing PWDCA club sanctioning. Everything has been submitted except for a current membership roster. Awaiting final renewals for 2016 before this final item is submitted.

Email votes since last meeting:

1. Approved donation of \$50 to Vancouver BC SPCA to help with rescued dogs (2/11/2015)
2. Approved requested donation of \$500 from 2016 PWDCA Specialty Committee for support of 2016 Specialty Welcome Party. As in past years, area regional clubs have been tapped to support this aspect of the Specialty. This includes PWDNCN, SCPWDC, PNWPWDC, RSPWDC, LSPWDC, CPWDC. We have supported this request for previous west coast specialties. (2/12/2016)
3. Approved proposal to collect old rosette ribbons to forward to 4H and a therapy riding group. Postage will be paid by PNWPWDC. (2/12/2016) No postage was necessary as they were hand delivered by Val Tangen. Thanks to Val for that effort.

TREASURER REPORT (Darlene Brushwein)

See financial summary reports at end of minutes.

Report on Membership:

We currently have 111 members. We have 16 members who have not paid as of 3/31/2016. This represents \$415 in unpaid dues. A paper invoice was sent out around mid-March in case the email invoices were overlooked. One member called Darlene to say that she will renew. Darlene will contact the remaining 15 to encourage them to renew. May 1, 2016 is the final date to renew.

PayPal Recap:

47 Payments made on PayPal for total fees of \$8.45.

Club Insurance:

I have completed the paperwork to renew our 2 policies (Board liability and event insurance policies). The policies renew on 5/1/16. A check for \$1,000.00 was paid towards the renewal process.

Water Trials:

A half page Ad costing \$75.00 has been secured in the Courier Mar/Apr issue for the Deep Lake Trial. The Water Trial Application has been submitted to PWDCA for Deep Lake in the amount of \$25.00. A group shelter reservation for three days in the amount of \$233.00 has been made for the Flowing Lake Trial.

Report on Events:

Agility Trial The profit for 2016 was 2,573.30. (see complete summary below). This amount is nearly identical to profit from the 2015 agility trial despite the fact that there were about 250 additional runs this year over last year. Amount also includes an anonymous \$200 cash donation, as well as \$430 from the match.

Treasurer Comments:

1. Sandra Overton is listed as the Registered Agent. We now have a signed letter of Consent on File.
2. I have left over Agility Worker Coupons. Will reuse next year.

See financial summary at end of minutes below.

COMMITTEES:

PERFORMANCE:

1. **Agility (March 18-20, 2016):** Profit from agility trial was \$2573.30 (see Treasurer info). There were about 250 more runs this year than last year, and profit was about the same. As mentioned above, \$630 of that profit was from the match and the large donation. There was a small but vocal protest about the fact that entry fees for runs 4 and 5 were not discounted. Sarah said that this was an omission that should be changed for next year. Discuss trial finances and format.

Judy, Mandy, and Sarah will get together to do a careful evaluation of the trial finances for this year, including exactly how a reduction in entry fees will impact the trial finances. It is important to price entry fees competitively, but we must also have adequate padding in the budget to accommodate possible lower entries and increased costs to be sure we do not end up running a deficit. The agility trial was described by one member as a “cash cow”, but given the financial exposure of over \$20,000 that the club incurs for the trial, a profit of less than \$2,000 (not including the match and the sizable donation) does not seem to the Board to be excessive. In comparison, one water trial last year had an unusually large profit of \$600 on a total budget of about \$3,000.

Also discussed the need for a standing agility committee. Board will discuss details of that and work to assemble permanent members for the committee.

2. **Water** (Report from Amanda Ford)

July 2016: Will hold two day workshop and one day trial with Judy Murray at Deep Lake, July 15-17, 2016. Trial Chair is Suzanne Malick, Secretary Kathleen Jose. Kimberley hart will chair the workshop. Judy James will contact Suzanne and Kimberley to get an update on progress for this event.

September 2016: Will hold two day trial at Flowing Lake Sept 10-11, 2016 with judge Suzanne Malick. Need trial chair. Possible that Kathleen has offered to secretary this trial as well, will check on that.

REGIONAL SPECIALTY:

Molly reported on progress on the Regional Specialty planning.

1. Judges: Conformation judge is confirmed. Our only expense for this judge will be his fee of \$150. His transportation and hotel will be covered by OKC. Sweepstakes judge is confirmed. Juniors judge has been identified and is in the works. For Obedience judge, the plan is to share a judge with the Doberman Club Specialty which will also have low Obedience entries. Currently working on that, and looking at backup options in case that doesn't come through.
2. We will get \$100 support from PWDCA to help defray costs.
3. Trophy donations will go up on the web site with payment through Pay Pal. This was very successful last year.
4. Lots of volunteers this year, though will need more as the date gets closer.

SOCIAL:

No report

UNFINISHED BUSINESS

1. Luann Albertson upgrade to Full Membership is still pending due to lack of quorum at the March General Membership meeting. Will come up again at July general membership meeting which has always had a quorum.
2. Email list issue from last meeting. Cynthia Kongorski advised that we are not permitted to have a club-wide email list without an opt-out option, even for the purposes of club announcements. The only club-wide email that is allowed without opting in are transactional emails (items such as dues statements).

At some point, the PWDNW-list opt in/out was deleted from the member application form, so not all new members have been added to the list, or been given a formal option to join the list. Mandy will look into which members are currently enrolled in the list and follow up to present the option to members as necessary.

NEW BUSINESS

1. Do we want to designate a % of our year end profits to the PWD Foundation Shine-On challenge to support hemangiosarcoma research? Board agreed it is a very worthy cause, and we should evaluate our year-end finances and decide on a donation amount.
2. We have a very generous offer from Rebecca Sliger to use the facility at their house for a dryland seminar and/or an agility fun day. Rebecca offered to teach an intro to agility seminar if we want to do a fun day there. They have a 100 x 100 outdoor sand/dirt agility field and a 30 x 36 matted indoor space. Judy will contact Rebecca to see if she is willing to undertake organizing an Agility Fun Day.
3. Jonathan Bowman and Steven McGregor have offered to put together a National Specialty Basket raffle donation basket for the PNWPWDC to donate. The club spent about \$110 on the donation basket for last year, and offered that level of support for this year.
4. Due to problems that several Board members are having with Skype, Jonathan will look into alternative conference call options for the next meeting.

Next meeting is May 23, 2016

GOOD OF THE ORDER

ADJOURNMENT at 8:00 PM

Treasurer's Report: April 4, 2016
Report on Events:

Agility Trial 2016 Income

Trial Entries by Check	\$14,207.00
AKC Trial Entries Online	\$10,515.00
Fun Match	\$430.00
Hospitality	\$10.00
Anonymous Donation	\$200.00
Subtotal:	<u>\$25,362.00</u>
Trial Entries Refunded	-\$528.00
Total Income:	<u>\$24,834.00</u>

Agility Trial 2016 Expenses

Venue

Evergreen State Fairgrounds, Monroe, WA	\$5,475.00
Deposit for Venue	\$2,000.00
Sound Equipment	\$494.13
Venue Expenses:	<u>\$7,969.13</u>

Trial Secretary

K-9 Sports	<u>\$3,989.10</u>
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AKC Fees

AKC Application	\$300.00
AKC Qualifier Fees	\$4,674.00
Total AKC Fees:	<u>\$4,974.00</u>

Judging Fees

Hotel Expenses	\$330.36
Car Mileage	\$99.00
Meals	\$80.00
Course Copies	\$45.00
Judging 3 Days 741 Runs	\$1,111.00
Agility March 2016	\$37.76
Total for Gillian Crawford:	<u>\$1,703.12</u>

Hotel Expenses	\$330.36
Car Mileage	\$32.40
Airport Parking	\$65.00
Tolls	\$6.00
Meals	\$75.00
Baggage Fee	\$25.00
Course Copies	\$23.10
Judging 3 Days 717 Runs	\$967.95
Airfare	\$470.10

Judge Gift	\$37.76
Total for Lisa Rieves:	<u>\$2,032.67</u>
Awards:	<u>\$27.92</u>
Hospitality Total:	<u>\$175.13</u>
Judges Dinner's:	<u>\$46.64</u>
Raffle Expenses:	<u>\$6.97</u>
Awards/Ribbons:	<u>\$368.39</u>
Worker Coupons 163@ \$5.00 Each:	<u>\$815.00</u>
Total Expenses:	<u>\$22,108.07</u>
 Agility Trial 2016 Total Profit:	 <u>\$2,725.93</u>

Special Note: Agility Trial The profit for 2015 was 2,573.30.

	<u>Jan - Mar 16</u>	<u>Jan - Mar 15</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
Annual Membership Dues	2,357.00	2,289.00	68.00	2.97%
Donations for Hospitality	10.00	123.00	-113.00	-91.87%
Misc Donations	200.00	0.00	200.00	100.0%
Revenue from Events	<u>25,762.00</u>	<u>24,401.76</u>	<u>1,360.24</u>	<u>5.57%</u>
Total Income	<u>28,329.00</u>	<u>26,813.76</u>	<u>1,515.24</u>	<u>5.65%</u>
 Gross Profit	 28,329.00	 26,813.76	 1,515.24	 5.65%
 Expense				
Advertising and Promotion	25.00	763.90	-738.90	-96.73%
Airfare	650.10	628.06	22.04	3.51%
Awards	372.00	554.32	-182.32	-32.89%
Bank Service Charges	0.00	3.00	-3.00	-100.0%
Equipment	0.00	142.88	-142.88	-100.0%
Equipment Storage	417.23	507.00	-89.77	-17.71%
Expense for Events	10,799.83	12,357.49	1,557.66	-12.61%
Expenses Ship's Locker	0.00	25.00	-25.00	-100.0%
Fees for Events	4,935.00	3,931.00	1,004.00	25.54%
Gifts Given	145.52	0.00	145.52	100.0%

Hospitality Expense	212.66	416.10	-203.44	-48.89%
Hotel Expenses	110.12	295.98	-185.86	-62.8%
Insurance Expense	1,000.00	1,000.00	0.00	0.0%
Judging Fees	2,268.95	1,690.63	578.32	34.21%
License Fees	10.00	10.00	0.00	0.0%
Meals and Entertainment	423.38	385.90	37.48	9.71%
Mileage	251.40	0.00	251.40	100.0%
Office Supplies	35.97	125.02	-89.05	-71.23%
PayPal Fees	8.45	24.06	-15.61	-64.88%
Permits for Events	0.00	516.41	-516.41	-100.0%
Postage & Delivery Charges	67.11	72.39	-5.28	-7.29%
Presenter Fees	0.00	900.00	-900.00	-100.0%
Printing	68.10	2.00	66.10	3,305.0%
Refund	528.00	128.50	399.50	310.9%
Supplies for Events	69.13	0.00	69.13	100.0%
Travel Expense	116.00	0.00	116.00	100.0%
Web Site Expense	73.52	69.00	4.52	6.55%
Worker's Coupons	<u>815.00</u>	<u>535.00</u>	<u>280.00</u>	<u>52.34%</u>
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Total Expense	<u>23,402.47</u>	<u>25,083.64</u>	<u>1,681.17</u>	<u>-6.7%</u>
Net Income	<u>4,926.53</u>	<u>1,730.12</u>	<u>3,196.41</u>	<u>184.75%</u>

	<u>Mar 31, 16</u>	<u>Mar 31, 15</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Checking	27,460.55	26,031.52	1,429.03	5.49%
Savings	<u>-0.04</u>	<u>-0.04</u>	<u>0.00</u>	<u>0.0%</u>
Total Checking/Savings	27,460.51	26,031.48	1,429.03	5.49%
Other Current Assets				
Undeposited Funds	<u>0.00</u>	<u>30.00</u>	<u>-30.00</u>	<u>-100.0%</u>
Total Other Current Assets	<u>0.00</u>	<u>30.00</u>	<u>-30.00</u>	<u>-100.0%</u>
Total Current Assets	<u>27,460.51</u>	<u>26,061.48</u>	<u>1,399.03</u>	<u>5.37%</u>
TOTAL ASSETS	<u>27,460.51</u>	<u>26,061.48</u>	<u>1,399.03</u>	<u>5.37%</u>

LIABILITIES & EQUITY**Equity**

Opening Balance Equity	7,589.25	7,589.25	0.00	0.0%
Retained Earnings	14,944.73	16,742.11	1,797.38	-10.74%
Net Income	<u>4,926.53</u>	<u>1,730.12</u>	<u>3,196.41</u>	<u>184.75%</u>
Total Equity	<u>27,460.51</u>	<u>26,061.48</u>	<u>1,399.03</u>	<u>5.37%</u>
TOTAL LIABILITIES & EQUITY	<u><u>27,460.51</u></u>	<u><u>26,061.48</u></u>	<u><u>1,399.03</u></u>	<u><u>5.37%</u></u>